



**METROPOLITAN  
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Agenda Item 2h

## ***Memorandum***

TO: Administration Committee

DATE: June 5, 2013

FR: Executive Director

W.I.: 1413

RE: Contract – Joint Policy Committee Climate Protection Program: Elmwood Consulting (\$145,000)

This memorandum asks for Committee approval to enter into a one-year sole source contract with Elmwood Consulting (Bruce Riordan), in an amount not to exceed \$145,000, to assist the four member agencies of the Joint Policy Committee (JPC) (MTC, the Bay Area Air Quality Management District (the Air District), the Association of Bay Area Governments (ABAG), and the Bay Conservation Development Commission (BCDC) in implementing the JPC Climate Work Program. Per past practice, MTC and the Air District have agreed to split the cost of this contract (\$72,500 each).

### **Background**

Elmwood Consulting (Bruce Riordan) has been under sole source contract with MTC for four years to provide public assistance to the JPC on climate protection and resilience strategies. The JPC has adopted several climate initiatives in its work program and is seeking Mr. Riordan's continued assistance to implement these initiatives. Mr. Riordan has an unparalleled familiarity with all four of the regional agencies and particularly with their individual and collective climate protection and resilience efforts, and he has exceptional connections with the other governments, organizations and individuals upon which an effective regional climate protection program will depend. The need for continuity in the JPC's climate protection activities requires a consultant with Mr. Riordan's background and qualifications.

### **Contract Description**

Tasks in the proposed contract include assisting the four agencies in pursuing priority joint initiatives, including local government climate protection program assistance (data, technical resources, and grants in aid); influencing and responding to new state and federal climate programs; coordination with other local and regional agency climate initiatives; and a program to inform and influence public actions related to climate change and energy use, particularly relating to the transportation sector. Other tasks may also be assigned as identified by the Executive Directors/Officers of the JPC member agencies.

### **Recommendation**

Staff recommends this Committee authorize the Executive Director or his designated representative to negotiate and enter into a sole-source contract in an amount not to exceed \$145,000 to provide the consulting services described above to the JPC for a one-year period.

  
Steve Heninger

## REQUEST FOR COMMITTEE APPROVAL

### Summary of Proposed Consultant Contract

Work Item No.:	1413
Consultant:	Elmwood Consulting Berkeley, CA
Work Project Title:	Joint Policy Committee Climate Protection Program
Purpose of Project:	To assist with the implementation of the climate protection and resilience initiatives being undertaken by the member agencies of the Joint Policy Committee
Brief Scope of Work:	Inter-agency facilitation and technical assistance to implement joint programs for local-government climate protection and adaptation assistance; influence and interface with state, federal and volunteer-sector climate-change efforts; develop and deliver public awareness programs related to climate change; and undertake other tasks as identified by the Executive Directors/Officers of the JPC member agencies.
Project Cost Not to Exceed:	\$145,000
Funding Source:	TDA/TFCA (\$72,500 each from MTC and Bay Area Air Quality Management District.)
Fiscal Impact:	Available from FY 2012-13 Agency Budget and from cost-sharing agreement with Air District.
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a sole source contract with Elmwood Consulting for JPC Climate Protection Program Implementation, as described above and in the Executive Director's memorandum dated June 5, 2013, and the Chief Financial Officer is directed to set aside funds up to \$145,000 for such contract.
Administration Committee:	<hr/> Adrienne J. Tissier, Chair
Approved:	June 12, 2013